



# City of Tempe

## EMERGENCY PARAMEDIC

### JOB CLASSIFICATION INFORMATION

<i>Job Code:</i>	051	<i>FLSA Status:</i>	Non-Exempt
<i>Department:</i>	Fire	<i>Salary / Hourly Minimum:</i>	\$16.877404
<i>Supervision Level:</i>	Non-Supervisor	<i>Salary / Hourly Maximum:</i>	\$22.065385
<i>Employee Group:</i>	FNS	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Emergency Paramedic
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>EEO4 Group:</i>	Protective Service
<i>Physical:</i>	Yes		

### REPORTING RELATIONSHIPS

Works under the direct supervision of a Fire Captain with functional supervision provided by the EMS Transportation Coordinator.

### MINIMUM QUALIFICATIONS

<i>Experience:</i>	One (1) year of prehospital (field) experience as a certified Paramedic or Basic EMT.
<i>Education:</i>	High school diploma, GED, or equivalency.
<i>License / Certification:</i>	<ul style="list-style-type: none"><li>● Possession of a valid driver's license.</li><li>● Possession of a current Arizona Emergency Paramedic certification;</li><li>● Possession of a current Advanced Cardiovascular Life Support (ACLS) certification;</li><li>● Possession of a current Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Professionals (PEPP) certification; and</li><li>● Possession of current CPR certification.</li></ul>
<i>Additional</i>	Must pass police background examination.

### ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City of Tempe and Fire Department stated mission and values.

### OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

- Provide Emergency Medical Services (EMS) treatment and transportation in accordance with Arizona laws, Arizona Department of Health Services (DHS) rules and regulations, regional protocols, Tempe Fire Department policies and procedures, and base station medical direction.
- Prepare EMS reports accurately and in a timely manner, showing proficiency with patient care reporting software.
- Administer emergency medical care utilizing accepted guidelines of basic and advanced life support procedures in treating the sick and injured; examine victims and communicate physical assessment findings to base hospital physicians.
- Perform cardio-pulmonary resuscitation and endotracheal intubation; apply various splints, backboards and cervical collars.
- Administer various intravenous solutions and parenteral drug injections, inventory and request necessary medical and drug supplies.
- Operate a variety of medical equipment including suction units, pulse oximeters, laryngoscopes, cardiac monitors, defibrillators, oxygen administration equipment.
- Maintain minimum inventory/stock of EMS equipment and supplies.
- Participate in EMS training programs, community service/public safety education events, and other related programs.
- Perform related duties as assigned.

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Lift medical patients with assistance for vehicle transport;
- Operate city vehicles including emergency transport vehicles;
- Exposure to blood and airborne pathogens; bodily fluids; etc.;
- Work out-of-doors in inclement weather including rain and extreme heat; and
- Climb stairways and traverse uneven surfaces in order to transport patients from scenes.
- This position is assigned to 24-hour shifts on a 56-hour work week schedule which includes nights, weekends and holidays.
- This position may require mandatory staffing. This position is non-exempt and overtime eligible.

## COMPETENCIES

CLASSIFICATION LEVEL	INCLUDES	COMPETENCIES
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others

Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ: Competencies</a></p>		

## JOB DESCRIPTION HISTORY

*Effective August 2008*

*Revised June 2017 (update minimum quals, job duties, and physical demands & work environment)*

*Revised August 2019 (update salary range)*

*Revised September 2021 (update minimum quals, license/certifications, physical demands & work environment)*